

# PURCHASE ORDER

**PO Number: 303-1-1034**

Requisition Number: 303-1-02367

**Order Date:** 7/27/2021

**Released**

**DUE TO COVID-19 AND TFC'S COMMITMENT TO TIMELY PAYMENT,  
PLEASE SUBMIT INVOICE ELECTRONICALLY TO:**

accounts payable@tfc.state.tx.us

**IF INVOICE IS MAILED, DELAYS MAY OCCUR.**

TEXAS FACILITIES COMMISSION

## FISCAL MANAGEMENT / ACCOUNTS PAYABLE

P.O. BOX 13047 Austin, Texas 78711-3047

### Delivery Location

Other

Attn: Leandra Contreras

**Show numbers on all papers and packages**

## Referenced Source or Vendor

17414691455

AIA AUSTIN

801 W 12TH ST

AUSTIN, TX 787011701

Julia Higginbotham

Phone:5124524332, Fax:5124522284

julia@aiaaustin.org

The AIA Austin Design Excellence Conference Registration August 18-20, 2021.

Price Per Attached Training and Registration Forms.

### Description

TFC Contact:

Leandra Contreras

512-463-0896

## Line Items

Description	Qty	Unit	Unit Price	Start Date	End Date	Total
The AIA Austin Design Excellence Conference registration for AIA Member FDC Project Manager Cheryl Taylor.	1	Fee	\$199.00	7/27/2021	9/27/2021	\$199.00

Name: Cheryl Taylor

Designation: Architect Member

Email: [cheryl.taylor@tfc.texas.gov](mailto:cheryl.taylor@tfc.texas.gov)

Firm: Texas Facilities Commission, Facilities Design and Construction

AIA Member #: 30111789

**NIGP Class:** 963

**NIGP Item:** 37

**Object Class:** 203

**Reimbursement Type:** Not Reimbursable

**Notes:** If registration can be done before July 28, 2021 the fee is \$199.00 (\$50 savings).

The AIA Austin Design Excellence Conference registration for AIA Member FDC Director Craig Wingfield.

Name: Craig Wingfield

Designation:

Email: Craig.Wingfield@tfc.texas.gov

Firm: Texas Facilities Commission

AIA Member #: 30052874

1	Fee	\$199.00	7/27/2021	9/27/2021	\$199.00
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**NIGP Class:** 963

**NIGP Item:** 37

**Object Class:** 203

**Reimbursement Type:** Not Reimbursable

**Notes:** If registration can be done before July 28, 2021 the fee is \$199.00 (\$50 savings).

The AIA Austin Design Excellence Conference registration for AIA Associate Member FDC Project Manager Daniel Yen.

Name: Daniel Yen

Designation: Registered Interior Designer

Email: daniel.yen@tfc.state.tx.us

Firm: Texas Facilities Commission

Assoc. AIA Member #: 38547194

1	Fee	\$99.00	7/27/2021	9/27/2021	\$99.00
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**NIGP Class:** 963

**NIGP Item:** 37

**Object Class:** 203

**Reimbursement Type:** Not Reimbursable

**Notes:** If registration can be done before July 28, 2021 the fee is \$99.00 (\$50 savings).

The AIA Austin Design Excellence Conference registration for FDC Project Manager Dorothy Spearman.

Name: Dorothy Spearman

Designation:

Email: dorothy.spearman@tfc.texas.gov

Firm: Texas Facilities Commission

Non-Member

1	Fee	\$249.00	7/27/2021	9/27/2021	\$249.00
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**NIGP Class:** 963

**NIGP Item:** 37

**Object Class:** 203

**Reimbursement Type:** Not Reimbursable

**Notes:** If registration can be done before July 28, 2021 the fee is \$249.00 (\$50 savings).

The AIA Austin Design Excellence Conference registration for AIA Member FDC Project Manager Janie Gribble.

1	Fee	\$199.00	7/27/2021	9/27/2021	\$199.00
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Name: Janie Gribble

Designation:

Email: janie.gribble@tfc.texas.gov

Firm: Texas Facilities Commission

AIA Member #: 30083147

**NIGP Class:** 963

**NIGP Item:** 37

**Object Class:** 203

**Reimbursement Type:** Not Reimbursable

**Notes:** If registration can be done before July 28, 2021 the fee is \$199.00 (\$50 savings).

The AIA Austin Design Excellence Conference registration for AIA Member FDC Project Manager F. Keith Hall.

Name: F. Keith Hall

Designation:

Email: fkeithhall@gmail.com

Firm: Texas Facilities Commission

AIA Member #: 30092476

1	Fee	\$199.00	7/27/2021	9/27/2021	\$199.00
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**NIGP Class:** 963

**NIGP Item:** 37

**Object Class:** 203

**Reimbursement Type:** Not Reimbursable

**Notes:** If registration can be done before July 28, 2021 the fee is \$199.00 (\$50 savings).

The AIA Austin Design Excellence Conference registration for AIA Member George "Randy" Wells.

Name: George Wells

Designation: AIA Member

Email: randy.wells@tfc.texas.gov

Firm: Texas Facilities Commission

AIA Member #: 30069131

1	Fee	\$199.00	7/27/2021	9/27/2021	\$199.00
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**NIGP Class:** 963

**NIGP Item:** 37

**Object Class:** 203

**Reimbursement Type:** Not Reimbursable

**Notes:** If registration can be done before July 28, 2021 the fee is \$199.00 (\$50 savings).

Tour at Waterloo park for FDC Project Manager Dorothy Spearman.

Name: Dorothy Spearman

Designation:

Email: dorothy.spearman@tfc.texas.gov

Firm: Texas Facilities Commission

Non-Member

1	Fee	\$40.00	7/27/2021	9/27/2021	\$40.00
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**NIGP Class:** 963

**NIGP Item:** 37

**Object Class:** 203

**Reimbursement Type:** Not Reimbursable

**Grand Total \$1,383.00**

Questions or concerns regarding this transaction or service should be directed to: Texas Facilities Commission Procurement Division, Phone: (512)463-0209 or FAX: (512)236-6164 (The mailing address for the Texas Facilities Commission is at the top of this purchase order.)

**Agency**

TFC

**Fiscal Year**

2021

<b>Division</b>	Facilities Design and Construction
<b>Program</b>	Facilities Design and Construction
<b>Phone</b>	512-463-0896
<b>Org Code</b>	0802 - Project Management
<b>Type of Purchase/PCC Code</b>	'E' Purchases of commodities/services when the total amount is between \$0.00 - \$5,000.00
<b>Work Order Number</b>	N/A

ALL TERMS AND CONDITIONS SET FORTH IN OUR BID INVITATION BECOME A PART OF THIS ORDER. VENDOR GUARANTEES MERCHANDISE WILL MEET OR EXCEED SPECIFICATIONS IN THE BID INVITATION.

#### **Invoicing Standards**

To facilitate payments from Texas Facilities Commission please follow the invoicing standards set forth below.

The invoice should include, but is not limited to including:

- (1) the vendor's mailing and e-mail (if applicable ) address;
- (2) the vendor's telephone number;
- (3) the name and telephone number of a person designated by the vendor to answer questions regarding the invoice;
- (4) the state agency requisition number;
- (5) the state agency's name, agency number, and delivery address;
- (6) the commission's purchase order number, if applicable;
- (7) the contract number or other reference number if applicable;
- (8) a valid Texas Identification Number (TIN) issued by the Comptroller of Public Accounts;
- (9) a description of the goods or services, in sufficient detail to identify the order which relates to the invoice;
- (10) unit numbers corresponding to the original order; and
- (11) other relevant information supporting and explaining the payment requested or identifying a successor organization to an original vendor, if necessary.

**FOB DESTINATION CASH DISCOUNT: 0% 0 DAYS.**

#### **TEXAS FACILITIES COMMISSION INTERNAL PURCHASING**

PURCHASER: \_\_\_\_\_

Jordan, Michelle - CTCD,

**(IN ACCORDANCE WITH YOUR BID, SUPPLIES MUST BE PLACED IN THE AGENCY RECEIVING ROOM IN DAYS FROM RECEIPT OF ORDER.)**

STATE AND CITY SALES TAX EXEMPTION CERTIFICATE: The undersigned claims an exemption from taxes under Tex. Tax Code § 151.309 (1993), for purchase of tangible property described in this purchase order, purchased from contractor and/or shipper listed above, as this property is being secured for the exclusive use of the State of Texas.

[\(Show Terms And Conditions...\)](#)